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STATE OF WISCONSIN

THIRD JUDICIAL DISTRICT

WAUKESHA COUNTY COURTHOUSE
515 WEST MORELAND BLVD., ROOM C-359
WAUKESHA, WISCONSIN 53188

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TO: WAUKESHA COUNTY COURT SECURITY AND FACILITIES COMMITTEE:

Judge Michael O. Bohren
Paul Decker, Co. Board Chair
Sam Benedict, Public Defender
Dave Falstad, County Board
Kathy Madden, Clerk of Court
Thomas Pieper, Court Comm.
Jennifer Dunn, Victim/Witness
Kelly Haag, Juvenile Clerk

Brad D. Schimel, District Attorney
William Stolte, Emergency Management
Shane Waeghe, Facilities Management
Michael Neimon, DCA
Eric Severson, Sheriff's Office
Laura Stauffer, DOA
Michelle Martin, Co. Bar. Assn.
Shawn Lundie, County Executive Office

FROM: Michael Neimon, DCA

RE: SECURITY AND FACILITIES COMMITTEE MEETING
County Board Meeting Room, C-179

The next meeting of the Waukesha County Court Security & Facilities Committee is scheduled for 12:15 pm, **TUESDAY, October 23rd, 2012** in the **COUNTY BOARD MEETING ROOM, C-179** on the first floor of the **Courthouse**. If you cannot attend, please contact Judge Bohren as soon as possible.

- 1. Approval of Minutes from Previous Meeting**
- 2. Critical Incident Planning Committee Report-Stolte**
- 3. Security Incident Articles/Recent Courthouse Incidents-Bohren**
- 4. Perimeter Screening at the Juvenile Center-Bohren**
- 5. Review from July 24, 2012 Supreme Court Rule Chapter 68.05(4)(b)-(e)**

- (b) Secure Mail Handling Policy-Madden

- (c) Key and Electronic Access Policy-Waeghe

- (d) Third Party/Vendor Access-Waeghe

- (e) Annual Security and Safety Training-Madden/Severson

6. Review of Supreme Court Rule 68.05(4)(g)-(k) Bohren/Others

-(g) Possession of firearms by law enforcement officers appearing as witnesses, litigants or who are present on personal business---- Severson

-(h) Prohibited items---Severson

-(i) Notice to public/employees on prohibited items---Madden/Severson

-(j) Procedure to calibrate Screening equipment---Severson

-(k) Plan for dealing with disruptions at Court proceedings involving particularly dangerous or disruptive---Madden/Bohren/Severson

7. Security Incident Report-Sheriff

8. Other

cc: Chief Judge Koschnick, Deputy Chief Judge Carter